



**COURT OF APPEALS**  
**SECOND DISTRICT OF TEXAS**

CHIEF JUSTICE  
 TERRIE LIVINGSTON

TIM CURRY CRIMINAL JUSTICE CENTER  
 401 W. BELKNAP, SUITE 9000  
 FORT WORTH, TEXAS 76196

CLERK  
 DEBRA SPISAK

JUSTICES  
 LEE ANN DAUPHINOT  
 ANNE GARDNER  
 SUE WALKER  
 BOB McCOY  
 BILL MEIER  
 LEE GABRIEL

TEL: (817) 884-1900

FAX: (817) 884-1932

www.2ndcoa.courts.state.tx.us

CHIEF STAFF ATTORNEY  
 LISA M. WEST

GENERAL COUNSEL  
 CLARISSA HODGES

January 13, 2014

Justin Sumner  
 Sumner, Schick & Pace  
 3811 Turtle Creek Blvd., Ste. 600  
 Dallas, TX 75219  
 \* DELIVERED VIA E-MAIL \*

RE: Court of Appeals Number: 02-13-00433-CV  
 Trial Court Case Number: 096-256767-11

Style: Joel Stainbrook  
 v.  
 Texas Christian University

The court reporter responsible for preparing the reporter's record in this appeal has informed this court that payment arrangements and designation have not been made for the reporter's record. See Tex. R. App. P. 34.6(b)(1), 35.3(b)(2), (3).

Unless, by **Thursday, January 23, 2014**, you make payment arrangements and designate to the court reporter **and provide this court with proof of payment and designation**, the court may consider and decide those issues or points that do not require a reporter's record for a decision. See Tex. R. App. P. 37.3(c).

Respectfully yours,

DEBRA SPISAK, CLERK

*Debra Spisak*

By: Rose M. Stewart, Deputy Clerk

cc: Court Reporter, 96th District Court

02-13-00433-CV  
January 13, 2014  
Page 2

Tim Curry Criminal Justice Center  
401 W. Belknap St.  
Fort Worth, TX 76196

Nicholas S. Bettinger  
McDonald, Sanders, P.C.  
777 Main St., Ste. 1300  
Fort Worth, TX 76102